



Maryland Department of Human Services
Office of Licensing and Monitoring
311 W. Saratoga Street
Baltimore, Maryland 21201
Office: 410.767.7871 Fax: 410.333.8408

RESIDENTIAL CHILD CARE PROGRAMS REPORT

Provider Organization: Tuttle's Place, Inc.

Licensing Agency: DHS

Contracting Agency(s): DHS

Program Administrator: Brenda Boyd

Certification # A000047 **Exp. Date:** 12/31/17

Type of Inspection: Periodic

Site Name	Gender	Age Range	License Capacity	DHS Contract Limit	License#/ Exp. date	Date of site Inspection
Belleville	Male	14-17	5	5	#00330 8/16/18	N/A
Marmon	Male	16-20	9	9	#00137 8/16/18	9/25/17

Inspection Summary

Number of Records Reviewed: Youth 5 Staff 7

Number of Interviews: Youth 0 Staff 0

Physical Plant Inspection: Not completed

Current COMAR Violation: Yes X No

If Yes, list Cited Violation(s) below:

Violation(s)	Findings
14.31.06.05 E(1)(b)	6 of 7 personnel records reviewed was missing three reference letters
14.31.06.05E (e)	1 of 7 personnel records reviewed was missing CJIS criminal background check
14.31.06.05E (f)	1 of 7 personnel records reviewed was missing CPS clearance
14.31.06.06	1 of 7 personnel records reviewed was missing education documentation
14.31.06.05(A)(2)(l)	1 of 7 personnel records reviewed was missing orientation documentation
14.31.06.05(F)	3 of 7 personnel records reviewed was missing training documentation
14.31.06.15.(G)(3) (a)-(d)	7 of 7 personnel records reviewed was missing behavioral intervention training (MANDT)
14.31.06.05(E)(c)	3 of 7 personnel records reviewed was missing documentation of a medical examination
14.31.06.05(E) (d)	4 of 7 personnel records reviewed was missing biennial screening for tuberculosis
14.31.06.05(F)(b)(3)	6 of 7 personnel records reviewed was missing CPR certification
14.31.06.05(F)(c) (i) (ii)	6 of 7 personnel records reviewed was missing First Aid certification
14.31.06.06.(D)(3)	1 of 7 personnel records reviewed was missing the confidentiality statement
14.31.06.05(E) (1)(m)	1 of 7 personnel records reviewed was missing the child abuse statement
14.31.06.05(E)(1)(j)	1 of 7 personnel records reviewed was missing an annual performance evaluation
14.31.06.05(E)(1)(g)	3 of 7 personnel records reviewed was missing the employment verification form (I-9)
14.31.06.05E(1)(h)	2 of 7 personnel records reviewed was missing RCYCP Certification
14.31.06.05E(i)	4 of 7 personnel records reviewed was missing their driving record
14.31.06.05E(ii)	1 of 7 personnel records reviewed was missing a copy of their driver's license
14.31.06.15 C(1)	1 of 5 youth records reviewed was missing a safe environment form
14. 31.06.17B(5)(j)(ii)(iii)	2 of 5 youth records reviewed was missing legal documents
14. 31.06.17B(9)(a)	1 of 5 youth records reviewed was missing a preliminary assessment

14. 31.06.17C(1)	1 of 5 youth records reviewed was missing an initial service plan
14. 31.06.17C(2)	3 of 5 youth records reviewed was missing a continuing service plan
14. 31.06.13C	1 of 5 youth records reviewed was missing medication management documentation
14. 31.06.12A	1 of 5 youth records reviewed was missing education documentation

Corrective Action Plan: Yes X No

If yes, date of CAP: 9/6/17

Any Violations During Mid or Re-Licensure Periods: Yes No NA X

If Yes See Report(s) Date(s):

Complaint Outcome:

Current Status of License: N/A

Licensing

Coordinator: Patricia Sparrow **Date:** 10/30/17 **Email:** Patricia.sparrow@maryland.gov

Program Manager: Andre Thomas **Date:** 10/30/17 **Email:** andre.thomas@maryland.gov